

SUPERIOR COURT OF CALIFORNIA, COUNTY OF Tehama

DEPARTMENT AND DIVISION:  
 JUDICIAL DISTRICT OR BRANCH COURT: Superior Court of California, County of Tehama  
 MAILING ADDRESS: 1740 Walnut Street  
 STREET ADDRESS: 1740 Walnut Street  
 CITY AND ZIP CODE: Red Bluff, 96080  
 TELEPHONE: (530) 527-3484  
 FAX: (530) 527-9893

**NOTICE OF INTENT TO DESTROY SUPERIOR COURT RECORDS;  
 OFFER TO TRANSFER POSSESSION**

You are hereby notified, as required by rule 10.856 of the California Rules of Court, that this court intends to destroy the following superior court records **30 days** after the date of this notice.

| Record Type                              | Beginning<br>Month and Year | Ending<br>Month and Year |
|--|-----------------------------|--------------------------|
| 1. Criminal misdemeanors and infractions | January 1, 1993             | December 31, 2011        |
| 2.                                       |                             |                          |
| 3.                                       |                             |                          |
| 4.                                       |                             |                          |
| 5.                                       |                             |                          |
| 6.                                       |                             |                          |

Within **30 days** after the date of this notice you may request, in writing, an order by the presiding judge to transfer some or all of the listed court records to your possession, or to extend the time for retention of the court records beyond 30 days.

The court records are available for public inspection until the time of their destruction.

Records transferred to your possession must be made reasonably available to all members of the public. Costs of transferring the records to your possession must be paid by you.

The presiding judge may extend the time for destruction of the court records if the judge finds good cause for the requested extension.

Date: August 19, 2019

Clerk, by

*Ken Harris*

, Deputy

**An optional form for requesting transfer of possession, or requesting an extension of the time for retention of the court records beyond 30 days, is on the reverse of this page.**

(See reverse for Request for Transfer or Extension)

|  |                    |
|--|--------------------|
| NAME OF COURT AND JUDICIAL DISTRICT OR BRANCH COURT, IF ANY  | FOR COURT USE ONLY |
| <p align="center"><b>REQUEST FOR TRANSFER OR EXTENSION<br/>OF TIME FOR RETENTION OF SUPERIOR COURT RECORDS</b><br/>(Optional form)</p> |                    |

TO THE CLERK OF THE COURT:

**1. Request for Transfer of Superior Court Records**

- ☐ We request an order by the presiding judge for transfer of the superior court records to our possession pursuant to rule 10.856 of the California Rules of Court. We agree to make the records reasonably available to all members of the public and to pay the costs of transferring the records.
- ☐ Only the following records are requested (*specify*):

**2. Request for Extension of Time for Destruction of Superior Court Records**

- ☐ We request an order by the presiding judge for an extension of time for the destruction of some or all of the superior court records pursuant to rule 10.856 of the California Rules of Court, to (*date*):

Reasons for the requested extension, the records to be transferred, and additional time needed are explained below. We understand that the presiding judge must find good cause to issue an order permitting extension of time for the retention of the court records. (*If you need more space for your explanation, write it on a separate piece of paper, attach it to this form, and check this box ☐ .*)

**You must make your written request for an order by the presiding judge within 30 days after the date of the Clerk's Notice of Intent to Destroy Superior Court Records; Offer to Transfer Possession.**

Date:

Name and address of organization:



(SIGNATURE)

Your Name:

Title:

Telephone:

Fax: